

Significant Changes in the Disciplinary Policy are as follows:

- Suspension without Pay is a disciplinary action option for all Divisions
- Employee will be notified of the Pre-Disciplinary Conference a minimum of twelve hours prior to the scheduled Pre-Disciplinary Conference
- Employees will be notified of the disciplinary decision no sooner than one day and no later than two business days after the Pre-Disciplinary Conference
- All Divisions will use the Pre-Disciplinary Conference Acknowledgement Form which is presented at the Pre-Disciplinary Conference
- Separations of Probationary/Trainee/ Time-limited Appointments and Non-Career status employees will require no Pre-Disciplinary Conference, but will be separated by letter.